

**YAKAMA NATION HUMAN RESOURCES DEPARTMENT
JOB ANNOUNCEMENT**



Announcement # 2014-215 **Issue Date:** 12-10-14 **Closing Date:** 12-29-14

Service Coordinator
Domestic Violence
Department of Human Services
Hourly Wage: \$13.21/Regular/Full-Time

Assists adult victims of domestic violence and sexual assault to obtain professional services. Work is performed upon the philosophy of: the family unit is the primary focus of Indian culture and traditions, the Tribal population is a collection of many large identifiable immediate and extended family units, the Indian woman's role is to act as the principle caregiver to immediate and extended family members and serve as a peacemaker to develop harmonious interactions amongst all family members, and Indian women need to be held in esteem and treated with the utmost respect as they strive to fulfill these important roles.

Knowledge, Skills and Abilities:

- Ability to apply counseling techniques.
- Knowledge of social, economic, and health problems affecting the Yakama people.
- Knowledge of Yakama Reservation tribal communities.
- Knowledge of Yakama tribal culture and traditional practices and a general knowledge of Native American cultures.
- General knowledge of tribal, municipal and county court systems processes.
- Basic skill in negotiation techniques.
- Skill in use of a computer and various software.
- Ability to exercise mature judgment when making determinations of referral services that suit the client's needs.
- Ability to be a good listener.
- Ability to communicate well both orally and in written form.
- Ability to prepare written documentation based upon information received from clients regarding incident and make an evaluation prior to taking action.
- Ability to establish and maintain effective working relationship with peers, public and private service organization, and many people of different ethnic origins.
- Ability to work under stress.
- Ability to maintain confidentiality.

General Recruiting Indicators:

- Four years experience in social or vocational rehabilitation counseling work. OR
- Substitute on a month for month basis successful completion of college level course work in social service field for minimum experience up to a maximum of thirty-six months. OR
- Two years experience working with Domestic Violence and Sexual Assault victims.
- Must have a valid Washington State Driver's License and Liability Insurance.
- Must have own personal vehicle for use in this position.
- Must pass a pre-employment drug and alcohol test.